

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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June 15, 2004

FROM: Patrick J. Mead, Interim Director
Department of Public Works- **Solid Waste Management Division**

SUBJECT: CONTRACT FOR ON-CALL MULTIDISCIPLINE ENGINEERING, PLANNING & PERMITTING SUPPORT SERVICES

RECOMMENDATION: Approve agreement with Bryan A. Stirrat & Associates in an amount not to exceed \$1,100,000 for on-call Engineering, Planning and Permitting Support Services for the County's Solid Waste Disposal System from July 1, 2004 to June 30, 2007.

BACKGROUND INFORMATION: As owner and operator of Class III Sanitary Landfills, the County is required, under Title 27 of the California Code of Regulations (Title 27, CCR), to obtain a full Solid Waste Facility Permit (SWFP) for each site. Title 27, CCR also requires that SWFPs be reviewed at least once every five years and, if necessary, revised from the date of last issuance. Additionally, any proposed changes in operations at a facility, design changes, and proposed expansions require that the existing SWFP be revised or amended. This requires the preparation of a SWFP application package. The application package must include documentation that CEQA (California Environmental Quality Act) has been adequately addressed.

The County's solid waste disposal system consists of six regional sanitary landfills, thirteen inactive/closed sanitary landfills, eighteen closed disposal sites, eight transfer stations and five community collection centers. All these facilities are required to maintain current and updated SWFPs. SWFPs are reviewed, approved and issued by the California Regional Water Quality Control Board (CIWMB) and the Local Enforcement Agency (LEA). Close coordination and interaction between the CIWMB, LEA and County staff is required in order to process these permits in a timely manner.

In pursuing changes to landfill operations, design changes, and construction capital projects, interaction and negotiations with Federal and State agencies such as, U.S. Fish & Wildlife Services, Army Corp of Engineers, California Department of Transportation, and cities located in the County is required. As a result, this requires quick and timely responses to the concerns and requirements of these agencies. Thus, due to the amount of permitting and agency coordination required to support the County's Solid Waste Disposal System, the Solid Waste Management Division (SWMD) requires the services of a consultant to provide on-call engineering, planning and environmental permitting support services.

On March 30, 2004 the SWMD issued, with Board approval, a Request for Proposals to select a consultant for on-call Multidiscipline Engineering, Planning & Permitting Support Services for the County's Solid Waste Disposal System. A Request for Proposals (RFP) was sent to 25 interested firms resulting in four (4) firms submitting proposals. A Consultant Selection Committee was

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assembled to review the proposals, interview the firms, and select a firm based on experience, qualifications, and project approach. The Committee was composed of representatives from the SWMD and the Transportation Division of the Department of Public Works. The four firms who submitted proposals were: Bryan A. Stirrat & Associates from Diamond Bar; The Keith Companies, Inc. from Moreno Valley; SCS Engineering from Long Beach; and Shaw Environmental, Inc. from San Diego. After reviewing the proposals, the Selection Committee interviewed the proposing firms with the exception of The Keith Companies, Inc. from Moreno Valley. Upon completion of the interviews, the Selection Committee ranked Bryan A. Stirrat & Associates over SCS Engineering and Shaw Environmental, Inc, based on their technical approach to the scope of services and experience with projects of similar nature and scope.

The Selection Committee elected not to interview The Keith Companies, Inc. because its submitted proposal was not considered as complete as those of the other competing firms. Specifically, their proposed technical approach did not adequately address the items specified in the RFP's proposed scope of work. Additionally, The Keith Companies, Inc. did not meet the "minimum qualifications" required to perform the scope of work of the RFP.

This contract provides for Bryan A. Stirrat & Associates to provide on-call Multidiscipline Engineering, Planning, and Permitting Support Services for issues related to the County's Solid Waste Disposal System for a period of three (3) years. The contract will commence on July 1, 2004 and continue through June 30, 2007. Work under this contract will be performed by the Consultant on a "as needed" basis and the consultant will be compensated on a time and materials basis per the billing rates contained in their proposals. Billing rates have been provided for each year of the contract terms. Prior to commencing any work, Task Orders will be prepared at the request of SWMD staff and a cost for the requested work will be negotiated on a time and materials basis, and agreed upon with the consultant, prior to commencing work. The SWMD has budgeted \$1,100,000 over the length of this three (3) year contract.

REVIEW AND APPROVAL BY OTHERS: This item was reviewed by Deputy County Counsel Robert L. Jocks (387-5435) on June 7, 2004 and County Administrative Office (Tom Forster, Administrative Analyst, 387-4635) on June 06, 2004.

FINANCIAL IMPACT: The cost for these contracted services will not exceed \$1,100,000 and will be funded as follows: Funds for the first year of this contract, in the amount of \$400,000 are contained in SWMD's Fiscal Year 2004/2005 proposed Budget – Fund: EAA Dept: SWM Org: SWM Appr: 200 Obj: 2445; Funds in the amount of \$350,000 will be included in SWMD's Fiscal Year 2005/2006 proposed Budget; and funds in the amount of \$350,000 will be included in SMWD's Fiscal Year 2006/2007 proposed Budget.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item, concurs with the department's proposal, and recommends this action because these on-call Multidiscipline Engineering, Planning and Permitting Support Services will provide SWMD with additional resources and technical support, as needed, to respond to permitting, CEQA, and regulatory issues in a timely manner. Untimely response to regulatory requirements can subject the County to violations, Cease and Desist Orders, an Administrative Civil Liabilities in the form of monetary fines. In addition, the cost of these services will be financed by SWMD's operations fund; therefore, there is no impact on the County General Fund.

SUPERVISORAL DISTRICT: All

PRESENTER: Peter H. Wulfman, 386-8703

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